A KETS Standards Document

Subject: **KETS File Server Naming Standards**

Enterprise Standards:

Format: E[DDD][SSS][T][S][NN]   (KETS prefix, district number, school number, Server type, Sequence number.

- **DDD** is a decimal number representing the district number. (3 digits)

- **SSS** is a decimal number representing the school or facility number. (3 digits)

- **T** is the code for the server type. (Note: If there are multiple services residing on the server, this code should be set to reflect the primary role of the server. If there is doubt as to which role is the primary role of the server, set this code to reflect the service that is expected to occupy the most of the server's resources)

- **S** is the code for the number of services residing on the server (Note: a code letter is used to avoid confusion with the sequence number).

- **NN** is a sequentially assigned number within the school or facility. (2 digits)
  (Note that 0 is reserved for the primary school administrative file server, and 1 is reserved for the primary school instructional file server.)

Server Type Codes:

C =   STI Server
F = File/Print server
P = Proxy Server
S =   Student Exchange/Email Server
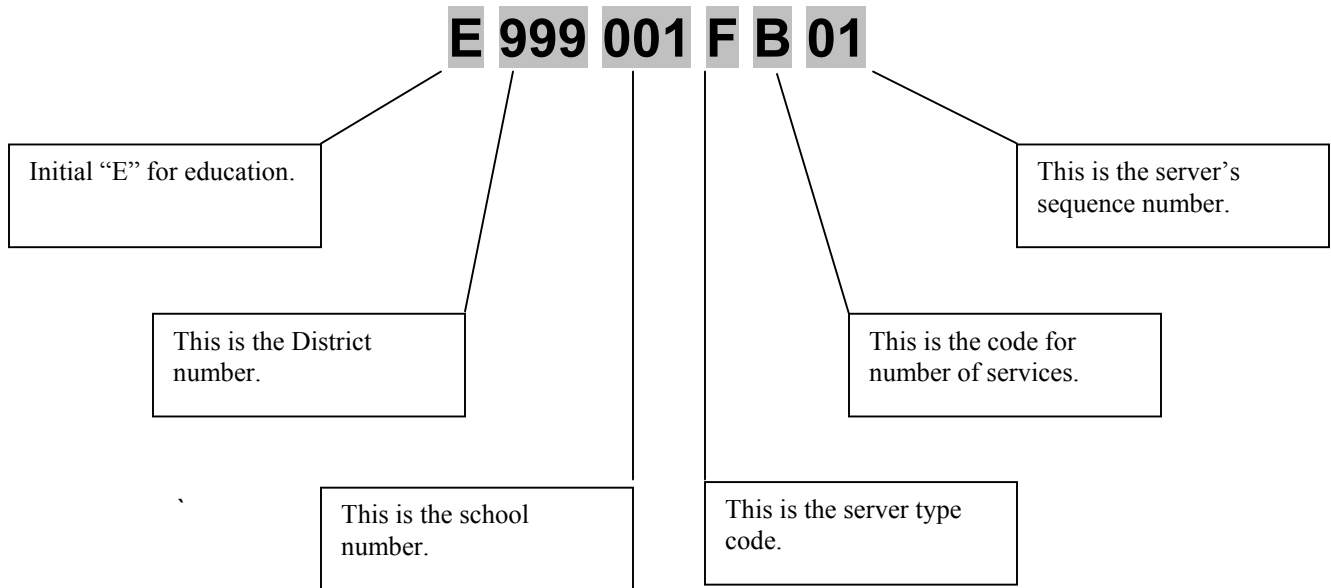W= Web server

Service number Codes:

A = 1 service
B = 2 services
C = 3 or more services

Notes:

1. Existing file server names that do not conform to this standard will be "grandfathered". These server names will not be required to change until the server needs service. At that time, the name will be changed to conform to this standard in conjunction with the work performed.
2. The ED*DDDSSSTN* (ED999000D1) format is RESERVED for use by KDE for naming KDE managed servers in the district – e.g., Domain Controllers, Exchange Servers, etc.

Example:

(E999001FB01)

E 999 001 F B 01

Initial "E" for education.

This is the server's sequence number.

This is the District number.

This is the code for number of services.

`

This is the school number.

This is the server type code.

Revision History

Version	Date	Updated by	Description of Change
1.0	5/27/04	L. Willson	Initial version

If you have questions regarding this or any KETS Standards Advisory please contact the KETS Help Desk at: 1-866-KETS-HELP or email ketshelpdesk@kde.state.ky.us